

1. When I start TPS I get a SQL Anywhere error asking for a USER ID and PASSWORD. Do I need a user ID and PASSWORD?

No, and most of the time this error occurs because there is a break in the linkage between the database connection and the tps.db file. To eliminate the error go to the C:\ drive and find the folder labeled "tps." Next, scroll down and locate the file labeled "tps2.log" or "tps6.log" and delete it. Lastly, restart TPS and you should not see the error anymore.

2. What is the latest version of TPS?

As of 10 May 2004 it is version 2.3d. To verify version, start up TPS and on the menu bar click on HELP and scroll to about. If you see P22-02-01-c then you are using TPSv2.1 and if you see P22-02-02-b then you are using TPSv2.2 and if you see P22-02-03d you are using TPSv2.3.

3. When was the last version of TPS released?

TPS version 2.3 (P22-02-03d) was released on 10 May 04. The distribution was handled by PM-AHRS and was distributed via the AKO COLLABORATION site to units that are on the TAPDB and JPD distribution lists. Therefore, if your personnel unit is not receiving TAPDB your personnel unit will not receive TPSv2.3. Currently, TPSv2.3 can be downloaded through an access controlled AKO Collaborate site and surface distribution is on a case-by-case basis. This version of TPS (v2.3) reduces the amount of manual input for manifests that require Emergency POC and INS (Immigration and Naturalization Service) information. For a more in-depth description please read FAQ #12

4. How do I obtain the TPSv2.3 software and get put on distribution for TAPDB and /or the Joint Personnel Database?

The TAPDB and the JPD are For Official Use Only. Limit access to safeguard (FOUO) personnel data appropriately. It will be distributed on a case-by-case and on a need to know basis. Therefore contact your supporting personnel unit, such as Per Gp, PSB, or PSD to obtain authorization for access based on mission requirements. Once your personnel services unit has verified your requirement for the software, JPD please have them contact us at the TPS Help Desk below so you (your unit) can be added to the distribution list.

If you are a personnel type unit contact the TPS Help Desk at Daniel.Addison@hoffman.army.mil or call (703)325-9405, DSN 221-9405 and provide a point of contact, address (street and/or building number), phone number (DSN and/or commercial), AKO email address, and your justification for requesting the TAPDB or JPD.

5. What is the Joint Personnel Database and does it contain Department of Defense civilians?

The Joint Personnel Database (JPD) contains Department of Defense components, that is Army, Navy, Air Force, and Marines. Also the JPD contains only Department of Defense (DoD) civilians that have Common Access Cards (CAC).

6. How do I obtain barcode scanners for TPS?

Barcode scanners are commercial off the shelf (COTS) equipment and should be purchased with unit funds. The requirements for the hardware can be found on this website under the label HARDWARE.

7. What is the mandate that requires me to use TPS for personnel tracking and accountability?

See the MILPER message 03-070 CONTINGENCY OPERATIONS PERSONNEL PLANNING GUIDANCE.

8. How do I obtain a copy of the latest TPS manual?

The TPS manual is the Smart Book available on this website under manuals. Double click the TPS Smart Book to download it to your computer. Be advised that the Smart Book is zipped so you will need to unzip the software to view the document.

9. How do I recommend changes to TPS?

Please email your recommendations to Daniel.Addison@hoffman.army.mil in the following format. Type of problem, description of the problem, effect it has on you as a user and a recommendation.

10. How do I coordinate TPS training for my organization?

Field Systems Division offers quarterly training here at PERSCOM or your unit can request TPS training for your location provided it is funded by your organization.

11. What is the difference between TPSV2.2 and v2.3?

The major differences between versions 2.2 and f2.3 are the insertion of Emergency POC (point of contact) and INS (Immigration and Naturalization Service) information. In v2.2 users had to manually enter the Emergency POC and INS information in a third party software, such as MS Excel, and then append the AMC file. Now in v2.3 users can choose from the CHANGE UIC DATA window (via the MFST Edit button) or the PERSONNEL module and pick INS Document Type "M" (military ID) or "S" (ssn) and TPS will automatically insert the appropriate information for the rest of the INS information. Therefore, when a user saves the manifest as an AMC file the format will be in accordance with the Air Force's Global Air Transportation Execution System (GATES). Adding Emergency POC and INS information was done to comply with the Federal regulation for manifesting procedures.

Other improvements include the update of the APOD and APOE codes, the insertion of Scheduled and Actual Arrival dates in the TRN file, and the addition of the Department of Defense component (DODCMP) Coast Guard (code "p"). \*Addition of the Finance status column to provide deployed theater finance units w/critical pay entitlement data.

12. Once I receive the link to download the TAPDB or JPD from AKO what do I do next?

Once you receive the link, first you must unzip the file and when asked to open or save select Save. Then save the file (tapdb.cdb) to the C: drive only! This is important in order for TPS to run properly. Depending on your location and bandwidth it may take a while to download the file depending on what time of the day you choose to download the database. If you wish to distribute the file please copy the file called tapdb.cdb to CD ROM. Note when you receive the latest TAPDB or JPD link make sure you delete the old tapdb.cdb file from the C: drive first. If you have any problems downloading during off peak hours. If the problem still exists please contact the TPS helpdesk.

13. Procedures/Instruction for disposition/destruction of the JPD reference AR 25-2 para 4-18.

The JPD is produced once a week, once you receive the JPD, check the validity of the date against current date. Load the new CD onto your PC C: Drive, remember this data is limit access (FOUO). After loading and checking to make sure the load was successful, the CD should be safeguarded until receiving the new CD. Upon receiving the new CD, proceed to destroy the older version. In order to destroy the old CD, place the CD in a large envelope and bend it, until it cracks in half, then place in trash container.